

January 15, 2008
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Rick Smith, Chris Friend, Beth Dunning, Town Board Liaison Mike Smith

Absent: Sheila French, Suzanne Brinthaup, DPW Commissioner Larry Wagner

Chr. Sheila Dilmore called the meeting to order at 7:15 P.M.

Sign Kiosks. No update information from J.T. McMaster.

Rails to Trails. Chr. Dilmore clarified that Four “No Hunting” signs have been posted on the trail and on Winters and Kahler Roads.

Grants. Rick Smith offered to contact the Corning Beagle Club to see if we could get a grant from them to do some of the work we want to do in the parks.

Whitney Park. Highway Supervisor Don Gaylord stopped in to the meeting and updated the Parks Commission that his crew have been working in Whitney Park on leveling the ground and filling in low spots.

Community Park Ext. Restrooms. Interest was expressed in getting along with the building of restrooms for Community Park Extension.

Commission Member Terms. Chr. Dilmore stated that her understanding is that members that are presently on two committees will have to decide when the first term expires, which committee they wish to continue with.

There being no further business, Chr. Sheila Dilmore adjourned the meeting at 7:30 P.M.

**NEXT MEETING: FEBRUARY 19, 2008 AT 7:00 PM AT
THE**

COMMUNITY CENTER

Parks Commission Meeting Minutes

February 19, 2008

Present: Chr. Sheila Dilmore, Sheila French, Suzanne Brinthaup, DPW Commissioner Larry Wagner, Town Board Liaison Marcia Hudock

Absent: Deanne Williams, Rick Smith, Chris Friend, Beth Dunning,

Chr. Sheila Dilmore called the meeting to order at 7:05 P.M.

Sign Kiosks. Chair Sheila reviewed the rules suggested by the subcommittee to be placed on the new kiosks when complete. Larry asked for definite locations for the signs so when they are ready, they can be installed. It was suggested that when weather permits, the Parks Commission make a visit to the parks and mark the specific locations.

Eagle Scout Benches. Larry Wagner provided update on Jake Boylan's completion of the scout project of benches in Community Park Extension on the nature trail. Copies of a letter from Jake on his project and a letter sent by Larry Wagner & Sheila Dilmore to Jake were distributed. Photos of the project that Jake provided were viewed by all present.

Eagle Scout Sign Kiosks. J.T. McMaster has provided a quote for materials and is getting an additional quote.

Little League Dedication. A letter from Jean Yorio requesting Little league have a plaque placed on the rock near the batting cage in memory of Robert and Arland Beebe two of the founding fathers of Big Flats Little League. It was thought that the wording should be consistent with that on the benches in Community Park Ext. Also, more information on the history of Little League and the founders was requested to document the history.

Maple Shade Park. The sign is down and the upright needs to be reset when the ground thaws.

Community Park. Larry indicated that we may want to have additional circuits for Community Days installed before this years event. We need information on the details of where the shortages in circuitry are creating issues.

Community Days. Marcia will obtain the request form from Community Days for funding.

There being no further business, Chr. Sheila Dilmore adjourned the meeting at 8:30 P.M.

**NEXT MEETING: MARCH 18, 2008 AT 7:00 PM AT THE
COMMUNITY CENTER**

March 18, 2008
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Rick Smith, Suzanne Brinthaup,
Beth Dunning, DPW Commissioner Larry Wagner, Town Board Liaison
Marsha Hudock

Absent: Sheila French, Chris Friend

Guests: Terry Malloy (Little League)

Little League. Terry Malloy, President of Big Flats Little League gave a brief review of the work that Little League wants to accomplish this season including a new backstop for the T-Ball field, field work on the Triple A field, and infield work on the Major field.

Mr. Malloy will be sending Larry a 5-year plan and will e-mail him a list of the projects they want to get done this year. Waiving the fees for use of the fields was discussed but the Parks Commission was not in favor of doing so.

Mr. Malloy stated that opening day for Little League this year is April 26th.

Farmer's Market. Chr. Sheila Dilmore informed the Parks Commission that the plan is to move the Farmer's Market to Community Park Extension this year. Debbie Gessick, is the new manager.

Beth Dunning made a motion, seconded by Sue Brinthaup that Larry Wagner recommend to the Town Board that they review the policy of "no fundraisers in Town parks" to make the parks more friendly to public use, especially in light of the recent denial of the request from two girls concerning holding a Lyme Walk. The general consensus of the Parks members present is that the concept of the Farmer's Market in Community Park is an excellent idea.

Community Days. It was announced that Community Days will be held this year on June 19, 20 and 21, 2008. This is a week later than usual.

Sign Rules. Chr. Dilmore distributed copies of the new rules that will be on the sign kiosks in each park for Commission review.

Eagle Scout Project. Larry advised the Commission that J.T. McMaster, Eagle Scout candidate has received some materials donations and will be making 6 kiosks for the parks. The Parks Commission needs to designate the exact locations for the signs.

Larry's Updates:

Tom is painting the picnic tables including the legs.

Trout are being stocked in Sing Sing Creek, at four locations: Rte. 352, Walking Trail east end, Bridge at Harris Hill Road and Well's Farm

The Quadeer parcel was included as park on our website in error. This has been corrected.

There is a request to use Memorial Park for a bicycling promotion event and it is called a Bike KickOff . They may use a portion of AJ Speer Drive as part of the event.

Annual Parks Tour. The Annual Parks Tour will begin at 6:00PM on April 15th.

**NEXT MEETING: APRIL 15, 2008 / 6:00 PM –
ANNUAL PARKS TOUR. MEET IN BACK
PARKING LOT OF TOWN HALL**

Parks Commission Meeting
April 15, 2008

Present: Chr. Sheila Dilmore, Deanne Williams, Rick Smith, Sheila French, DPW
Commissioner Larry Wagner, Town Board Liaison Marcia Hudock

Absent: Suzanne Brinthaup, Chris Friend, Beth Dunning

Before beginning the Parks Tour Larry Wagner informed the Parks Commission members present that they needed to pick out locations for the Eagle Scout Project of six kiosks and choose the color for the roof of Jacobus Pavilion. He is planning on a vinyl ceiling and a new steel roof for Jacobus Pavilion. He also advised that electric circuits will be added to the Park and Jacobus Pavilion to alleviate problems during Community Days events. The Community Days Committee will fund the electrical work.

Larry apprised the Commission that the committee in charge of Memorial Park requested the name of the park be changed to Sperr Memorial Park. The unanimous consensus of the Parks Commission members present was to NOT rename the park.

Sheila Dilmore advised that Jan Bixby requested permission to plant a tree in Community Park Extension in memory of Mark Chaborek. After discussion it was decided to suggest they dedicate a bench / plaque on the walking trail instead.

The Commission toured Community Park and Community Park Extension.

While at Community Park, Stan Barber approached the Commission and inquired about leasing or purchasing the TAB Church field for an adult league he is associated with. They are presently using Eldridge Park and have been notified they will not be able to use it next year. Golden Glow Park was suggested as a better alternative for a place for adults to play ball.

NEXT MEETING: MAY 20TH, 6:00 PM- (MEET BEHIND TOWN HALL)
2ND PART OF ANNUAL PARKS TOUR

2008 Annual Parks Tour (2nd part)
May 20, 2008

Present: Chr. Sheila Dilmore, Deanne Williams, Rick Smith, Sheila French,
DPW Commissioner Larry Wagner, Chris Friend, Sue Brinthaupt,
Town Board Liaison Marcia Hudock.

Absent: Beth Dunning

Guests: Cindy Koziatek

The Parks Commission members met behind the Town Hall to begin the second part of the Annual Parks Tour. DPW Commissioner Larry Wagner indicated that Cindy Koziatek would be arriving to discuss a project with them.

Bicycle Racks Project. Cindy Koziatek met with the Parks Commission members and discussed her project of donating bike racks for use in Town parks and possibly at Minier's, and other local businesses and Town buildings. Cindy distributed a letter dated May 20, 2008 describing her business, Notubes and their involvement in the biking industry. The general consensus of the Commission members present was that the bike racks would be a very welcome addition to the parks and around town. Cindy will begin working on the donations immediately.

DPW Commissioner Larry Wagner suggested we begin the tour by going over to Community Park to see the new ceiling and roof that is being put in Jacobus Pavilion.

The Commission visited: Jacobus Pavilion, Golden Glow Park, Harris Hill Park, and Minier Park. The general consensus was that other than a couple of minor issues, the parks looked to be in good condition.

Chr. Sheila Dilmore indicated that Kelly Larrimore has spoken with her and indicated the Girl Scouts will be working on the parking lot of the Rails to Trails area.

Larry Wagner informed the Commission that the kiosks are ready and will be going up in the parks next week.

The meeting was adjourned at 8:00 by Chr. Dilmore as it was getting cold. Next month the Parks Commission will be going to the parks on the North side of I-86 to finish up the Annual Parks Tour.

NEXT MEETING: JUNE 17, 2008 AT 7:00 PM –behind Town Hall

Parks Commission Meeting

June 17, 2008

Present: Chr. Sheila Dilmore, Deanne Williams, Sheila French,
Sue Brinthaupt, DPW Commissioner Larry Wagner

Absent: Rick Smith, Beth Dunning, Chris Friend

The Parks Commission members met behind the Town Hall to continue the Annual Parks Tour. DPW Commission Larry Wagner updated the Commission members on some issues.

Eagle Scout Kiosk Project – JT McMaster completed the construction and installation of 6 kiosks in the parks.

No Smoking in the Parks – The Town is considering instituting No Smoking on all town property. This includes the parks.

Jacobus Pavilion – The work on the pavilion is almost complete. They are waiting for one roll of aluminum delivery to complete the job. This will be completed after Community Days.

There was discussion on the secretary position with the Town Board and it was decided that to be consistent with job titles in the town, the new DPW secretary will also be the secretary for the Parks Commission Meetings. The position of Parks Commission Secretary has been eliminated.

The commission visited; Pine Circle Park, Glendale Park, Ponderosa Park, Maple Shade Park, and Reynolds Park. The general consensus was that other than a couple of minor issues, the parks looked to be in good condition.

The meeting was adjourned at 8:47 by Chr. Dilmore. Next month the Parks Commission will be going to Hillview Park and Fawn Acres Park to complete the Annual Parks Tour followed by a regular meeting.

NEXT MEETING: JULY 15, 2008 AT 7:00 PM -behind Town Hall

Big Flats Parks Commission Meeting
July 15, 2008

Present: Deanne Williams, Sue Brinthaupt, Deanne Williams, Sheila French, Beth Dunning, Sheila Dilmore

Town Board members: Marcia Hudock, Ed Fairbrother

Late: Beth Dunning
Absent: Chris Friend

First, the members finished the parks tour, going to Hillview and Fawn Acres Parks.

Returning to the Community Center, the meeting started at 7:30pm.

Chair Sheila read a letter from an upset resident who was asked to leave Maple Shade Park by one of the Taffy counselors. They explained that the parks were reserved for the program from 9am to 2:45pm. The mother was extremely upset. Several other similar incidents were also reported.

A long discussion followed and several parks commission members were hearing about the reservation for the first time. The commission wants to know when this was initiated as most were unaware of it. The majority was not in favor of this, and agreed that it was wrong. The parks should be available to all residents every day.

There was a discussion about naming the pavilion at Community Park Ext. Sheila French made the suggestion that it be named for Elizabeth (Liz) Farr. She was the one who started Cinderella in Big Flats. Since the pavilion is in the park where Cinderella plays, there was unanimous agreement that it was right.

Marsha brought up the Challenger League. They reserved the pavilion for their end of the season picnic. They questioned why they had to pay the fee, saying they were part of Little League. This was explained to Marcia. The members all agreed that the fee should not be waived.

The proposed ban on smoking was also discussed. Five of the members present agreed that they were not in favor of a law banning smoking in the parks.

Sheila French was contacted by someone who was inquiring about having an awareness walk on the walking path. There was discussion about the policy for this use. The fact that the Farmer's Market is in the park was also reviewed.

The meeting was adjourned at 9:30pm.

Big Flats Parks Commission Meeting

August 19, 2008

Members Present: Sheila Dilmore, Deanne Williams, Sue Brinthaupt, Rick Smith,
Sheila French, Beth Dunning, Larry Wagner,
Secretary – Shelly Diliberto

Town Board Members: Marcia Hudock

Absent: Chris Friend

Guests: Tyler Dean, Christopher Dean, Tom MacDonald, Jon Michael
Tokar, Jenny Martel

The meeting was called to order by Sheila Dilmore.

- I. Larry introduced the new secretary for the Dept. of Public Works: Shelly Diliberto.
- II. Tyler Dean gave a presentation on construction of a new skateboard park. He has a petition signed by 103 residents of Big Flats. He presented the following:
 - A) Tyler presented a possible location of an area near the softball fields across from the concession stand. Noting this is a flood zone, he stated the structures would be moveable and not permanent, therefore, not causing a rise in the flood level.
 - B) He stated this park is needed and wanted by the youth in Big Flats; there is no designated skating arena in the area; roads are unsafe, and should have a designated area.
 - C) Equipment necessary estimated cost is \$6000; i.e., ramps, ½ and ¼ pipes, rails, etc. Equipment packages and designs can be seen at www.skateproducts.net.
 - D) Tyler estimated a reasonable size to be 30' x 30' – holding approximately 10 to 15 skaters. A concrete base is necessary – hard surface to accommodate skateboards, roller blades, bikes, etc. It would be necessary to dig the area to pour concrete so as not to raise flood level.

Questions were raised by the members regarding movable equipment versus securing, vandalism and theft, maintenance, other areas being considered, cost of concrete and liability. Other skating park facilities such as Watkins Glen, Eldridge, Corning, etc.

Tyler was thanked for his presentation and answers – the Commission will await further information.

- III. Discussion was held regarding the name for Community Park Extension – “Elizabeth Farr” vs. “Liz Farr” It was unanimous – the Pavilion should be named “Liz Farr”.
- IV. Parks Notebook: Sheila would like to get a binder together with equipment including pictures of all the parks – she asked if each member would go “on location” between now and the next meeting to bring back individual documentation on each park. It was agreed.

- V. A “remembrance plaque” was discussed – memo received from Joseph Oscsodal – regarding the plaque for the bench at Rt. 352 Park/athletic facility {Community Park} – he is purchasing the bench and would like to have the following:
“Donated by Joe “The Toe” Oscsodal in honor of the 2008 Finger Lakes Dragons Football Club. Agreed.
- VI. Larry gave a status update as follows:
- A) **Coopers:** floor was raised 25 ½ inches; three upright posts were rotted and replaced; fill is used for the floor and will be leveled and tapered; the concrete floor will not be installed until the spring to allow the floor to set and settle through the winter; the parking lot will be extended also.
 - B) **Kiosks:** At each park the rules have been posted and they are now locked.
 - C) **Bike Racks:** Cindy Koziatock from www.notubes.com donated seven bike racks – located at the Community Center, Library, Sophie’s, Dairy Barn and three for the Parks.
Also, the County has milled and paved the bike lane on Maple & Daniel Zenker Drive.
 - D) **Budget:** has been requested for 2009 - \$25000 for upgrades – i.e., Whitney & concrete floor for Cooper’s.
 - E) **Restroom Facility:** The carpenters are drawing plans and are planning to start work this fall.
- VII. Beth raised a topic regarding putting together some sort of binder for each member containing contact information, listing of parks and maps, meeting minutes, rules, bylaws, etc. It was stated that this information is listed on the Big Flats website including forms for park permits, ball fields, etc. It was discussed also that this, however, can be accomplished in hard copy form by the group during the winter months.
- VIII. The proposed ban of smoking on Town property was discussed also. Marcia reviewed the discussion held at the public hearing. After discussion the general consensus of the commission was that a designated area should be set for the parks and playgrounds, but there should not be a law as a ban on smoking on Town property.

The meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Shelly Diliberto

Big Flats Parks Commission Meeting

September 16, 2008

Members Present: Sheila Dilmore, Deanne Williams, Sue Brinthaup, Rick Smith,
Larry Wagner, Chris Friend (late)

Town Board Members: Marsha Hudock

Absent: Sheila French, Beth Dunning, Shelly Diliberto (Secretary)

Guests: Tyler Dean, Christopher Dean

The meeting was called to order by Sheila Dilmore at 7:10 p.m.

- I. Tyler Dean presented the commission with pictures of area skate parks in Watkins Glen and Horseheads. He presented the commission with what the elements are that are typically used in a skate park. He had also checked with the parks regarding safety issues and was advised that there was a minimal claim rate. They also recommended signage with rules posted.

Tyler is proposing a 30 ft. x 30 ft. concrete slab. Tyler stated the cost would be approximately \$3,500.00 including rebar, for installation and equipment costs for six items will be \$4,000.00 plus \$1,899.00 for a half pipe. This does not include freight costs. Tyler will gather additional information and get back to us.

Tyler was thanked for his presentation and answers – the Commission will await further information.

- II. Notebook status was discussed. Sue had pictures of Hillview Park. The rest of the committee will work on this prior to the next meeting.
- III. Larry presented drawings of the Community Park Extension concession stand/restroom/storage building. All members concurred to move forward.

The meeting was adjourned at 8:25 p.m. The next meeting will be held October 21, 2008

Respectfully submitted,

Sheila Dilmore

Big Flats Parks Commission Meeting

November 18, 2008

Members Present: Sheila Dilmore, Deanne Williams, Sue Brinthaup, Chris Friend,
Rick Smith, Shelly Diliberto, Larry Wagner

Town Board Members: Marsha Hudock

Absent: Beth Dunning

Guest: Tyler Dean

The meeting was called to order by Sheila Dilmore at 7:05 p.m.

I. Tyler Dean presented the commission with a Tony Hawk Foundation grant specifically for skate Parks [www.tonyhawkfoundation.org]. Applications will be accepted beginning January 15, 2009 and deadline being March 2, 2009 for grants announced in April, 2009. The grants can range in amount from \$1000 to \$25,000. He presented the commission with design that requires a larger area (105 ft. x 105ft.) that will increase the concrete price. The organizational requirements for the applicant are: *“Applicant must be a public charity, organized under IRC Sec. 501(C)(3), and qualified under IRC Sec. 170(B)(1)(A), or a state or local agency, including public school systems or public projects. For organizations that are not municipalities or state or local agencies, **proof of federal tax-exempt status is required with the grant application.** A photocopy of the organization's IRS determination letter, showing its tax-exempt status, will satisfy this requirement. The foundation will consider assisting start-up organizations. The foundation is legally prohibited from providing grants to private, for-profit entities.”*

Tyler stated a friend of the family's (Tim at Hunt Engineers) estimated the cost to be between \$21,000 and \$22,000. However, the first location presented will not be feasible as it would not be large enough. Tyler will investigate further available land and/or parks and then present to Larry. Safety and liability issues were also discussed: i.e., signage, fencing, etc.

Tyler was thanked for his presentation and answers – the Commission will await further information.

II. Sheila French resignation was discussed and replacements considered. The Commission will review any candidate's letter of interest.

III. Larry presented updates for the new Restroom/Concession Stand for Community Park. The Town Board passed the resolution on October 8, 2008 – required to wait 30 days before starting. The first steps were to disconnect power and water supplies from the old concession and hook-up temporary service to power the working trail lighting. The old concession will be moved and then footers, blockwork, trusses, piping and drainage, septic system, and inside work.

IV. Larry announced that Community Days will be reimburse the Town for the cost of the Jacobus Pavilion renovations.

V. This past Saturday the Lion's Club planted trees along Maple Street funding by Community Days for a Town beautification project. There were two trees leftover that have been planted in Minier Park to replace two dead trees taken out a few months ago.

VI. Larry informed the commission that the parks have been winterized: weed spraying was done by a licensed insecticide employee of Horseheads, last mowing was completed last week, water has been drained and shut off, trash cans have been brought in.

VII. Marcia announced that the Town Board passed the resolution to name the Community Park Extension Pavilion "Liz Farr Pavilion" and a dedication ceremony was discussed possibly to be held on the opening day of Cinderella Softball. The Parks Commission will organize the dedication ceremony.

There being no further business the meeting was adjourned at 7:55 p.m.
The next meeting will be held December 16, 2008

Respectfully submitted,

Shelly Diliberto

Big Flats Parks Commission Meeting

December 16, 2008

Members Present: Sheila Dilmore, Deanne Williams, Sue Brinthaup, Chris Friend,
Shelly Diliberto, Larry Wagner

Town Board Members: Marsha Hudock

Absent: Rick Smith (Excused), Beth Dunning

Guests: Dave Kinney, Rich Falls, Andrew Sperr, Sharon Sperr, Mike Hess,
Andrea Shields, Ivonne Campbell, Noah Campbell

The meeting was called to order by Sheila Dilmore at 7:05 p.m.

I. Dave Kinney was introduced as a prospective candidate to replace Sheila French. He asked to attend a meeting to familiarize himself with the commission and its functions before he makes a formal commitment and request to join the commission.

II. Rich Falls was introduced and presented his item for consideration:
Regarding A.J. Sperr (NYS Trooper) murdered on March 1, 2006 on a routine investigation after a bank robbery by two offenders. Since that time, a Town park and monument has been erected on County property as a memorial. Many community volunteers as well as many law enforcement personnel have planned, worked on and dedicated this site in honor of A.J. Sperr. The Park was named "Memorial Park" leading off from A.J. Sperr Drive (renamed from Lowe Road) – an exit from Rt. 86 – overlooking Lowe Pond. Andy Sperr ("the elder" – A.J.'s father) spoke of the evolving factors leading up to this project. The memoriam continues with plans for a website, endowed scholarship funds as an inspiration to prospective students entering the law enforcement field and a brochure describing all the efforts. The Audubon Society is building a platform for bird and nature watching. The request is to rename Memorial Park to Sperr Memorial Park first to honor A.J. for the protection he gave to the community and making the ultimate sacrifice, and, consistency in naming as most of the community refers to the park as "Sperr Park."

Town Parks Commission policy has been not to name parks after specific individuals, but to name pavilions after individuals. Mike Hess stated while all are aware of the policy of the Town, the reasons why this park and memorial were erected is an exception, created by the community, and the need for consistency is crucial to enable raising funds for projects. It was indicated that on the "A.J. Sperr" website there would be a link to the Big Flats website for reservation of the park and pavilion.

Shiela indicated that the request would be discussed and considered, but the commission did not have a quorum tonight (Larry, Shelly & Marcia are not voting members; Sheila is only to vote in the event of a tie); and would need to contact the other members regarding the issue before any recommendation could be made. The discussion within the Commission ensued at the end of the meeting to a great extent with significant consideration given the request. Sheila will be contacting the members not attending tonight's meeting.

III. Sue Brinthaup term expiring 2008: Sue would like to renew her membership on the commission and all present were in agreement. Therefore let the minutes reflect the Parks Commission recommends her re-appointment to continue her membership on the Commission

IV. Sheila distributed Southern Tier Tobacco Awareness informational proposal regarding exposure to secondhand smoke in public parks and playgrounds. Chemung County is providing designated smoking areas only within public areas to prevent exposure to others.

V. Larry brought up the issue that Beth Dunning is not present tonight and has not attended a meeting since August. The policy of the Commission is that to be considered an active member attendance is required for 9 out of 12 meetings (Beth has attended 5 out of 11 meetings). Sheila added that Beth has not contacted her or anyone else on the committee regarding her absences. Sheila will attempt to contact Beth regarding her continuation on the Commission.

VI. Larry indicated the Town has been approached regarding a river kiosk one of our boat launches; a \$20,000 unit fully grant funded. This would be solar powered, informational on river temp, elevations, etc. with weather station. The Commission would only need to decide if we wanted it and where. It was decided that of the three areas (Bottcher's, Minier's and Fitch's Bridge) it would be the most advantageous and most widely used at Minier's.

VII. Larry suggested that a sub-group of the Commission (i.e., 2 or 3 members) begin working on and making plans for the Liz Farr dedication – for a thought-out and structured presentation at the Opening Ceremony. Sheila and Deanne volunteered for the task and will ask Sheila French if she would like to help.

VIII. Reducing the amount of meetings per year was discussed – however, was agreed that during the summer months it is very busy for members keeping watch over their respective parks to ensure things are safe and kept clean. During the winter months, there are projects to work on – i.e., creating the entire “Parks” notebook and items such as indicated in VII.

IX. Dave was asked if he is interested in pursuing membership on the Commission; he indicated he would give it serious consideration and get back to Sheila.

X. Larry gave a quick update on the Cinderella concession stand: temporary electric service is functional – the old stand will be slid over and temporary hook-ups for power and drain will be running for the spring season. Therefore, the new stand will be able to be worked on.

There being no further business the meeting was adjourned at 8:30 p.m.

The next meeting will be held January 20, 2009.

Respectfully submitted,

Shelly Diliberto